



The Spetchells Centre
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Town Mayor/Chair: Councillor Tracy Gilmore
Acting Clerk to the Council: Sarah Eden

21st June 2018

Dear Sir/Madam

The Ordinary Meeting of Prudhoe Town Council will be held in Meeting Room 1, the Spetchells Centre, Front Street, Prudhoe, **commencing at 7:00 pm on Wednesday 27th June 2018**, and you are requested to attend.

This is a public meeting.

Please find as a 'footnote' the items you should expect to be enclosed in this pack. If you find that any items are missing from the pack please contact me.

If there is anything on the agenda that you would like further information on, or that you are unclear of, please do not hesitate to contact the office.

Yours faithfully

Sarah Eden
Administrative Officer (Acting Clerk)

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. DRAFT Minutes of Ordinary Meeting, held on 30th May 2018 (enc)ⁱ** to receive and approve as a true record
- 4. Matters Arising**
- 5. DRAFT Report of the Planning, Contract and Works (PCW) Committee (including Extraordinary Item), held on 13th June 2018 (enc)ⁱⁱ** to receive the draft report for information, this will be received as a true record by the PCW's Committee
- 6. County Councillor Reports**
- 7. Accounts**
 - a) Monthly Bank Reconciliations** to receive statements 10th May – 8th June 2018 (enc)ⁱⁱⁱ
 - b) Statement of Expenditure** to receive statement 1st April 2018 – 21st June 2018 (enc)^{iv}

- c) **Accounts Payable** to endorse those accounts paid since the May meeting and authorise any accounts still to be paid (to be tabled)
8. **By-Election - Prudhoe West & Halfway Ward** to receive confirmation of future notice of by-election and details of nomination period (enc)^v
9. **Town Events Sub-Committee** to receive the report of the meeting held on 5th June, and agree any action to be taken (enc)^{vi}
10. **Road Ends Toilets** to formally note that the toilets at the bottom of South Road, on Prudhoe B6395 have been transferred from Northumberland County Council to Prudhoe Town Council and that they are now being managed and maintained under contract by the Town Council, and agree any action to be taken
11. **Youth Work Provision in Prudhoe**
- a) **Summer Activities for Young People** to receive proposal from Cllr Angie Scott to use funding available for 'Youth Provision in Prudhoe' and go out to tender for a programme of summer activities for young people in the town (enc)^{vii}, (enc)^{viii}, (enc)^{ix}
- b) **Detached Youth Work** to discuss the provision of detached youth work sessions in the town, and agree any action to be taken (placed on the agenda by Cllr Jennifer McGee)
12. **Humbles Wood Play Equipment and Open Space** to receive updated request from Gentoo Homes to legally adopt the play equipment and open space at Humbles Wood (enc)^x, (enc)^{xi}, (enc)^{xii}
13. **Prudhoe in Bloom** to formally note that the Prudhoe in Bloom competition for residential gardens, schools, churches, community groups and businesses is now open and judging will take place at the end of July/beginning of August, and agree any action to be taken
14. **Lychgate** to receive update and agree any action to be taken (enc)^{xiii}
15. **Memorial Seat for Scott Westgarth** to receive verbal update and agree any action to be taken
16. **Reports from Outside Bodies** to receive any verbal reports from Councillors who are representatives on outside bodies
- **Prudhoe Community Alcohol Partnership** (enc)^{xiv}, (enc)^{xv}
17. **Correspondence and Publications** to receive a list of formal correspondence (letter or email) received since the last meeting, and also a list of publications/magazines (to be tabled)

*To approve a motion, that in view of the confidential nature of the business to be transacted, the press and public be excluded for consideration of **the following items**, in accordance with Section 68 of the Council's Standing Orders:-*

18. **DRAFT Confidential Minutes of the Ordinary Meeting held on 30th May 2018** to receive and approve as a true record (enc)^{xvi}
19. **Matters Arising**
20. **DRAFT Confidential Minutes of the Extraordinary item on the Planning, Contract and Works Committee held on 13th June 2018** to receive and approve as a true record (enc)^{xvii}
21. **Revamped Town Council Logo** to receive updated designs of the Town Council logo and agree any action to be taken (enc)^{xviii}
22. **Essity Prudhoe Miners Race 2018**
23. **Staffing Matters**

Enclosures

- i Draft Minutes of the Ordinary Meeting, held on 30th May 2018
- ii Draft Report of the Planning, Contract and Works Committee, held on 13th June 2018
- iii Bank Reconciliations, 10th May – 8th June 2018
- iv Statement of Budget & Expenditure 1st April 2018 – 21st June 2018
- v Confirmation of By-Election being called and applicable dates
- vi Report of Events meeting, held on 5th June 2018
- vii Youth Provision – Summer Activities Proposal
- viii Kellogg's Isolation and Hunger Report
- ix Guardian Article, July 2016
- x Humbles Wood Play Feature and Open Space
- xi Map and Site Plan of area proposed for adoption and location map
- xii Summary of historical decisions in relation to adoption of play area
- xiii Update on Lychgate War Memorial renovation
- xiv CAP Action Plan, June 2018
- xv CAP Resident Survey